

MINUTES of a MEETING of the RESOURCES COMMITTEE of WINSLOW TOWN COUNCIL  
held on THURSDAY 19<sup>th</sup> JANUARY 2012, at 7pm in the Council Chamber at 28 High Street, Winslow.

	<p><b>Present:</b> Cllrs Barry, Eatwell, Gibbs Knight and van de Poll  <b>Apologies:</b> Cllrs Reeves (family) – accepted.  <b>Clerk:</b> B Bradford  No Members of the Press or Public were present</p>
R12/01	<p><b>Election of Chairman</b> Cllr Barry was elected for this meeting.  <b>Declarations of Interest in matters to be discussed:</b> none</p>
R12/02	<p><b>Minutes of Meeting on 15th December</b> RESOLVED that the minutes be signed as a true record.  <b>Matters Arising:</b> none</p>
R12/03	<p><b>Items deferred from previous meeting:</b>  <b>Winslow Sports Club</b> (R11/114) Members had reviewed and submitted comments to produce a version to be returned to the Solicitor for amendments. Points agreed were:</p> <ul style="list-style-type: none"> <li>• To ensure the Council's interests are clearly protected, the lease to be drawn up needs to be based on a standard commercial lease (as those which may be entered into with BCC). When the final version is ready a meeting with a core of the Sports Club Committee will be arranged to explain the apparent complexities.</li> <li>• Various minor amendments are required for clarity in wording and extent of the lease, as well as correction of some typos.</li> <li>• Rent to be payable on signature of the lease in respect of the year 2012, then due annually on 1<sup>st</sup> January.</li> <li>• Break Clauses to be specified as 1<sup>st</sup> January 2014 and each subsequent 2 years.</li> <li>• Clarification required from solicitor of impact on lease of the arrangements that currently exist: <ol style="list-style-type: none"> <li>1. This is a members and visiting team facility, which occasionally hosts community events and is occasionally hired out for private use – the latter two only when not in use for fixtures/clubs' own events.</li> <li>2. The grounds as a whole have to be closed from time to time to meet the precise requirements of the Football Association League in which the various teams currently play</li> <li>3. Advertisements – the football pitch has sponsor's advertising hoardings in place throughout the season.</li> <li>4. The football pitch has various structures belonging to the Football Club which remain in situ: The railings around the pitch, floodlighting, dugouts and goals</li> <li>5. The cricket pitch has various structures belonging to the Cricket Club which remain in situ. The scoreboard/box, the sight screens and practise nets</li> <li>6. The croquet pitch has a fence surround and storage shed which remain in situ and belong to the Croquet Club.</li> <li>7. The Sports Club owns one of the two garages</li> </ol> </li> <li>• Further specifics required to be included: <ol style="list-style-type: none"> <li>1. Decoration to be every 2 years internally and every 5 years externally, maintaining guttering and downpipes clear and in good working order to be included.</li> <li>2. Non-Competition clause to be removed as irrelevant, and query the need for the Environmental Matters clause.</li> <li>3. A clause about the Club's responsibility to deal with infestations of pests (eg rats, moles and wasps) to be included</li> <li>4. Combustible materials – arrangements &amp; permission for fireworks to be specified – only with prior consent from Council and all insurers.</li> <li>5. Rights of entry for the general public – specify that the grounds are to be locked between dusk and dawn when not in use and that from time to time club events mean that general public right of admission may be withdrawn.</li> <li>6. Rent initially to be reviewed upwards by 15% on the 1<sup>st</sup> of January of each of the 2<sup>nd</sup>, 3<sup>rd</sup> and 4<sup>th</sup> anniversary years, thereafter by an amount considered appropriate at the time.</li> <li>7. Remove clauses about noise, vibration, musical instruments and flashing lights and replace with "not to cause a nuisance to neighbours.</li> <li>8. Specify that appropriate licensing of all activities is to be in place at all times, copy to WTC.</li> <li>9. Specify that appropriate club affiliations and insurances to be in place at all times, copy to WTC</li> </ol> </li> </ul>

	<p>10. Not allow electrical equipment to be used without a valid PAT certificate and ensure appropriate periodic testing of all electrical equipment.</p> <p>11. Ensure that gas appliances are tested annually at the tenants expense, with a copy of the certificate to WTC.</p> <p>12. Include relevant paragraph about the perimeter fence and gates remaining the responsibility of WTC to maintain, or remove.</p> <p>13. Hours of operation – the grounds to be available for use for general recreation from dawn to dusk each day, the clubhouse may be in use up until midnight daily, an extension may be sought with consent of landlord and if appropriate licensing is in place.</p> <p>14. Service Charges – none</p> <p>15. Confirm that schedule 6 is the last schedule intended.</p> <p>The Clerk will progress all the above with the Solicitor.</p>
R12/04	<p><b>Land &amp; Property Issues:</b></p> <p><b>BCC Youth Club Lease and Youth Services Provision</b> (12/11) Members noted that the Clerk and Cllr Monger had met with BCC to discuss what adjustments are required from WTC to the bid already submitted by Friends of Winslow Youth Centre (FWYC). A meeting has been sought with Playgroup as the only existing tenant and also with the new chairman of FWYC. Council will receive a detailed update on all issues arising at their February meeting.</p>
R12/05	<p><b>Furze Lane Burial Ground extension</b> (11/208) Members noted that Members of Development Committee will meet with the owner shortly to discuss planning related matters, an update on transfer will also be sought as well as a request made to cut the Furze Lane hedge</p>
R12/06	<p><b>Street Lighting</b></p> <p>Members noted that the Part Night Questionnaire had been delivered to all 56 households in Langley Close and Park Road on 10<sup>th</sup> January, closing date for responses 31<sup>st</sup> January.</p>
R12/07	<p><b>Vicarage Road/ High Street junction</b> (R11/116) Members noted that High Street column 21 had been adjusted and an LED light installed at “column” 1 in Vicarage Road.</p> <p><b>Footpath from High Street to Public Hall</b> (R11/116) Members noted that the existing light on the end wall of the Public Hall can and will be adjusted in terms of sensor and illumination direction and the time it remains lit. If this does not resolve the issue recycling of a nearly new column could be considered.</p>
	<p><b>Finance</b> – no issues to report</p>
R12/08	<p><b>Personnel</b></p> <p><b>Salary Reviews</b> Members RESOLVED to RECOMMEND that the Deputy Clerk and Groundsman should receive their contractual review of grade, pro rata, with effect from 1<sup>st</sup> April 2012. Members deferred review of the Clerk’s salary pending report of her recent appraisal.</p>
R12/09	<p><b>General Assistant</b> (11/206) The Clerk reported that a contract had been prepared, but not yet circulated or issued due to the possible expansion of the role related to the Jubilee Games Area.</p>
	<p><b>Reports from Outside Bodies:</b></p> <p><b>Winslow Sports Club:</b> A plan for Jubilee Tree Planting had been passed to the Amenities Committee and the club is to purchase at least one pool table to replace the hired table.</p>
R12/10	<p><b>Correspondence:</b></p> <p><b>Resident:</b> copy of a note to all householders in Park Road re part-night lighting questionnaire. It was noted that this could be considered to invalidate all responses received. The Clerk had therefore identified those responses received before and after circulation of the note. Statistical information had also been sought from Thames Valley Police.</p>
8.29pm	<p><b>Items For Information</b> - none</p> <p>Meeting Closed</p>
	<p>Signed: ..... (Chairman) at Meeting (date): .....</p>